HEALTH INFORMATION TECHNOLOGY

COURSE DESCRIPTIONS
2019-2020

HIMT 105S   **Data Concepts and Principles of HIM**   **(3-0-3)**

This course introduces the student to the health information management profession and the health record in paper and electronic formats. Students will analyze and evaluate the contents of the health record to understand documentation requirements and the use of healthcare data sets. Focus on retention, forms and screen design, indexes and registers, data storage and retrieval systems, primary and secondary resources and quantitative/qualitative analysis. The student gains knowledge of data access, data integrity, data collection and data management.

HIMT 109S   **Healthcare Law and Ethics**   **(3-0-3)**

This course introduces students to a study of the legal issues of Health Information Management with focus on statutory and regulatory requirements, case law and practical applications. Special legal issues with emphasis on health information laws and regulations related to PHI and HIPAA privacy standards, healthcare compliance, confidentiality, ethics, legal and privacy issues, and data security. Students will learn legal vocabulary; retention and destruction, health record as the legal document, and release of medical information

HIMT 110S   **Introduction to Healthcare Computer Applications**   **(3-0-3)**

This course will introduce computer concepts and technologies to include the organization of computer systems and computer applications encountered in health information departments to include but not limited to word processing, excel, power point, and databases. Students will be introduced to the electronic health record system and provided hands on experience with electronic systems utilizing software products.

HIMT 202S   **Healthcare Delivery Systems**   **(3-0-3)**

This course is the study of the healthcare delivery system in the U.S.; the structure and operation of a
healthcare organization and the role of various healthcare providers and disciplines; and
health record content, data sets, licensure, certification, and accreditation, applicable
computer information systems, and reimbursement systems in alternative healthcare facilities such as cancer registries, long term care, home health, hospice, mental health, skilled nursing and rehabilitation.
Prerequisites: HIMT 105S and 110S

HIMT 208S   **Introduction to Pathophysiology**   **(3-0-3)**

This course introduces students to a study of human disease and basics of general pharmacology for health information technology professionals. Students will learn about symptoms, signs, etiologies, diagnosis, diagnostic tests, and therapeutic methods of common diseases of each body system. Students will build on their knowledge of anatomy and physiology and medical terminology through study of common pathological conditions and the drugs used in the treatment of common diseases.
Prerequisites: ALLH 210S

HIMT 215S   **Information Technology and Data Management**   **(3-0-3)**

This course provides the student with principles of data governance and data management. Students will expand their basic knowledge of data sources, data models, data stewardship, data storage, and data exchange standards. The course will provide foundational principles in system implementation, disaster and recovery planning as well as data analysis, data reporting and visualization. Students will have practical experience utilizing electronic software applications.
Prerequisites: HIMT 105S and HIMT110S.

HIMT 222S   CPT/HCPCS and Outpatient Coding   **(3-0-3)**

This course uses Current Procedural Terminology (CPT)/HCPCS coding systems with emphasis on basic coding rules and application of CPT / HCPCS coding procedures in the outpatient settings. This course will provide practical application of coding rules utilizing manual and encoder/grouping software.
Prerequisites: HIMT 105S, 110S, and 208S.

HIMT 223S   Reimbursement Systems and Compliance   **(3-0-3)**

This course will cover the financial systems in today's healthcare environment to include but not limited to PPS, MSDRGs, RBRVS, and APG Payment System. Students will gain insight on how reimbursement systems have an impact on providers, payers and consumers. Students will develop skills in coding compliance, revenue cycle management, billing processes, claims management, charge master, case mix management, clinical documentation improvement, and computer assisted coding.
Prerequisites: HIMT 105S, 110S, and 208S.

HIMT 225S   International Classification of Diseases I   **(3-0-3)**

This course introduces students using the most current classification system to the International Classification of Disease (ICD) as used in diagnostic and procedural coding. An emphasis on basic coding rules, regulations, conventions, content, and structure. Study of other classifications, nomenclatures, and medical vocabularies used in healthcare settings. Application using exercises, case studies, and health records in acute care and ambulatory settings. Utilizing manual and encoder/grouper.
Prerequisites: HIMT 105S, 110S and 208S

HIMT 226S   International Classification of Diseases II   **(3-0-3)**

This course is the second, in a two course sequence, which will provide a continuation of coding principles and guidelines using the most current classification systems of ICD. Students will use coding manuals and software to apply sequencing guidelines, validate diagnostic and procedural codes while adhering to coding code of ethics using exercises, case studies, and health records. Utilize coding and software resources to ensure accuracy and validation of diagnostic and procedural groupings/severity of illness.
Prerequisite: HIMT 225S

HIMT 227S   Advanced Coding Review Seminar   **(3-0-3)**

This course will provide and an advanced review of coding guidelines, classification systems, reimbursement methods in preparation for a national certification exam. Lectures, presentations, mock exams, coding case studies, encoder/grouping accuracy. The student will develop an individual study plan and complete a comprehensive examination.
Prerequisites: HIMT 222S, 223S, 225S and 226S.

HIMT 231S   Healthcare Statistics and Quality Improvement   **(3-0-3)**

This course will focus on quality improvement concepts and tools, and statistical methods in Health Information Management. Some topics covered - accrediting and licensing standards, case management, utilization management, risk management, medical staff organization and functions, project management, performance improvement processes, and patient safety. An introduction to common research used in healthcare will be discussed to including research methods and ethical issues in research.

HIMT 233S   Organizational Management and Leadership   **(3-0-3)**

An overview of management principles for first line managers in health information field. Topics covered in the course include motivational theory, leadership, supervisory skills, human resource management, budgeting, ergonomics, marketing, orientation and training programs, staffing, strategies in support of information governance, financial, and physical resources. Students will develop presentation skills and techniques, professional image and development, interviewing skills, and appropriate oral and communication skills.

HIMT 241S   Professional Practice Experience I   **(0-16-3)**

Students will demonstrate basic competencies of health information technology in a simulated and/or directed supervised work experience in hospitals, affiliation sites, or non-traditional settings. The supervised eight (8) week professional practice/simulated experience will provide students with interaction and application of health information functions, e.g. health record procedures, storage and retrieval, legal aspects, coding, utilizing of software for HIM processes.
(Clinical Course Fee Applied)

HIMT 248S   **Professional Practice Experience II**   **(0-16-3)**

Students will continue demonstration of technical competencies of health information technology in a simulated and/or directed supervised work experience in hospitals, affiliation sites, or non-traditional settings. The supervised eight (8) week professional/simulated practice experience will provide the students with interaction and application of health information functions, i.e. quality management and information standards, reimbursement systems, and organizational resources and management. Prerequisites: HIMT 241S.
(Clinical Course Fee Applied)

HIMT 250S   **RHIT Exam Review**   **(3-0-3)**

This is a capstone course designed to focus on test-taking strategies, mock examinations in preparation for the Registered Health Information Technology (RHIT) examination. The student will develop an individual study plan and complete a comprehensive examination.